NC DHHS DMH/DD/SAS

CAP-MR/DD Home and Community Supports

Reviewer:

	Description	Conditional Endorsement				Full Endorsement				
	Description	Evidence of		NOT		Evidence of		NOT		
	CAP-MR/DD – Home and	Compliance	MET	MET	N/A	Compliance	MET	MET	N/A	Comments
	Community Supports	-				-				
	Provider Requirements									
а	practitioners employed by an organization that meets the standards established by the Division of MHDDSAS or LME approved/endorsed by DHHS. These standards set for the administrative, financial, clinical, quality improvement, and information services infrastructure necessary to	Provider application with all required supporting documentation as required in;				Provider application with all required supporting documentation as required in;				
b	provider services. 2) Provider organization must demonstrate they meet these standards by being endorsed by the LME.	provider application; program description Policy and				provider application; program description Policy and				
С	** The organization must be established as a legally recognized entity in N.C.	Procedure Manual				Procedure Manual				
	Staffing Requirements									

a Staff must meet requirements for paraprofessional in 10A NCAC 27G .01000200 or in Licensed Developmental Day Programs staff have at least a high school diploma or high school equivalency supervised by a Qualified Professional or Associate Professional	Program description; Personnel Manual; job descriptions	sup oth tha req sup	pervision plans or ner documentation at staff minimum quirements and pervision quirements are et.	
b Staff must meet client specific competencies as identified by the individual's plan of care.	Program description; Personnel Manual; job descriptions	sup oth tha req sup req me tha trai pro in t	pervision plans or ner documentation at staff minimum quirements and pervision quirements are et; documentation at client specific ining has been ovided as identified the Plan of Care; py of Plan of Care.	
c Direct Care Staff must have criminal record check	Program description; Personnel Manual; job descriptions	sup oth tha req sup req me rec	personnel files; pervision plans or ner documentation at staff minimum quirements and pervision quirements are et; copy of criminal cord check.	
d Staff must have a health care registry check in accordance with 10A NCAC 27 G.0200.	Program description; Personnel Manual; job descriptions	Pe sup oth tha req sup req	pervision plans or ner documentation at staff minimum quirements and pervision quirements are et; copy of	

				healthcare registry check.
е	Staff who is providing transportation, will have a driver license check.	Program description; Personnel Manual; job descriptions		Personnel files; supervision plans or other documentation that staff minimum requirements and supervision requirements are met; copy of driver's license check.
	Service Type/Setting			
а	Home and community supports are provided in the home, family home or community of the participant	Program description; policies and procedures.		Program description, policies and procedures; service notes documenting implementation of appropriate programming.
	Program/Clinical Requirements			
а	Home and Community supports provides habilitation, training, and instruction coupled with elements of support, supervision and engaging participation to reflect the natural flow of the person's day	Program description; policies and procedures.		Program description, policies and procedures; service notes documenting implementation of appropriate programming.
b	Interactions with the person are designed to achieve outcomes identified in the Plan of Care	Program description; policies and procedures.		Program description, policies and procedures; and service notes documenting implementation of appropriate programming; copy of approved Plan of Care.
С	The community component may	Program		Program description,

	be used to provide an individual with a personal day program. The program is structured and meets the outcomes identified in the Plan of Care.	description; policies and procedures.	policies and procedures; and service notes documenting implementation of appropriate programming; copy of approved Plan of Care.		
d	The community component may be utilized by an individual residing in a residential facility but must not include training & habilitation activities that are expected of the residential provider.	Program description; policies and procedures.	Program description, policies and procedures; and service notes documenting implementation of appropriate programming; copy of approved Plan of Care.		
	Documentation Requirements				
а	Documentation on a grid to include: full date the service was provided, goals that are being addressed; a number or letter as specified in the key which reflects the intervention/activity; a number or letter as specified in the key which reflects the assessment of the consumer's progress toward goals; duration, when required; and initial so the individual providing the service. Initials shall correspond to a signature on the signature log section of the grid.	Service Record; Policy and Procedure Manual	Evidence of documentation according to Service Records Manual.		